

**Management Training and Economics Education Project
for Central and Eastern Europe
Project No. 180-0029**

**Monitoring and Evaluation Contract
Contract No. DHR-0029-C-00-5059-00**

**QUARTERLY PROGRESS REPORT
JANUARY 1, 1996 -MARCH 31, 1996**

30 APRIL, 1996

Submitted to:

Office of Human Resources (ENI-HR/TE)
Bureau for Europe and the New Independent States
U.S. Agency for International Development
Washington, D.C. 20523

Submitted by:

Datex, Inc.
2101 Wilson Blvd., Suite 100
Arlington, VA 22201

QUARTERLY PERFORMANCE REPORT - JANUARY 1 to MARCH 31, 1996

A. NARRATIVE

1. BACKGROUND

The Management Training and Economics Education Project (MTEEP, 180-0029) is based on using institution-to-institution linkages to undertake short term, high impact training while simultaneously upgrading Central European institutions for long term economic education. The Project was initially approved in 1990, and is expected to continue to June 30, 1999. The initial focus of the project was on having a visible and immediate impact through the quick delivery of training programs. Beginning with FY93, the second criterion of sustainability has come into the lead as the development of counterpart institutions as "centers of excellence" is now the area of program emphasis.

The purpose of this monitoring and evaluation contract is to provide technical assistance for formative monitoring and summative expert evaluation of MTEEP which is managed by the USAID Europe and New Independent States Bureau, Office of Human Resources. When the contract was signed in July 1995, there were thirteen grants to U.S. universities working with partner institutions in nine Central and Eastern European countries to be covered by these services. There are now eleven active grants under the auspices of the MTEEP program.

2. EXPECTED RESULTS

Datex is to determine the validity, dependability, and impact of each of the USAID management training grants, and recommend appropriate modifications to ensure they comply with the original grant proposals, with the general objectives of the project, and are achieving the most impact that they can with the resources that they have. This includes providing timely recommendations on activities and grant reorientation to allow for mid-course corrections during implementation, and to maintain a responsive and proactive approach to assistance in the quickly changing environment in each country.

Specific tasks include:

- a. Designing and implementing a revised formative monitoring and evaluation system
- b. Designing and implementing a summative evaluation system
- c. Other formative monitoring and summative evaluation services

3. CURRENT ACTIVITIES - this quarter

Formative monitoring and evaluation system.

The monitoring and evaluation methodology for MTEEP has been finalized, as have the supplemental tools, with the exception of the PTMS data form which is in its final draft stage. The tools, which have been sent to Project Directors, include: 1) Suggested Guidelines for MTEEP Quarterly Reports, 2) US Project Director's or In-Country Director's Evaluation of MTEEP Partner(s), 3) Evaluation by Local Partner of USAID MTEEP Program, 4) Evaluation by Trainer/Instructor/Counselor of USAID MTEEP Program, 5) Participant Exit Evaluation of USAID MTEEP Program, and 6) Past Participant's Evaluation of USAID MTEEP Program.

The first Semi-Annual Formative Monitoring and Evaluation Final Report was completed and distributed. This report includes not only assessments of each grantee program, with updated training data, but also proposed impact and sustainability indicators for the programs visited during the fall site visits. Inputs on draft country sections were solicited and received from grantee Project Directors and USAID field Project Officers.

Summative evaluation.

The schedule of spring site visits was finalized, and travel authorization received. Country clearances were sent for the visits expected to include: Albania - University of Nebraska-Lincoln, Bulgaria - University of Delaware, Hungary - Indiana University and State University of New York (SUNY), Latvia - SUNY-Buffalo, Lithuania - Texas A&M International University, and Slovakia - University of Pittsburgh.

These visits will provide inputs, along with grantee quarterly reports and other data, for the annual summative monitoring and evaluation report scheduled to be completed early in the fourth quarter of fiscal year 1996.

Other services.

Proceeding from the fall Project Directors' meeting in Washington were completed and distributed. Plans for the spring Project Directors' work session for Budapest, Hungary were developed; approximately 50 attendees are expected at the April 15-17 meeting.

Two special requests from the USAID Project Director were completed: one paragraph summaries of each MTEEP project and one page assessments, including success stories and recommendations for improvement, of each project.

Quarterly accrual requests were sent to grantees and responses forwarded to the USAID Project Officer.

Newsbriefs #7 - #10 were issued. At least monthly discussions were held with Project Directors for every project.

4. PERFORMANCE

Project activities are essentially on schedule. The government shutdowns during January stopped most communications with USAID/Washington in this period. USAID budget limitations are impacting USAID participation in the upcoming Project Directors' Workshop. However, neither of these caused a significant impact on activities during this time period.

5. STATEMENT OF WORK

No changes are necessary at this time.

B. ADMINISTRATIVE INFORMATION - Base Contract - 2 Years

| | | |
|--------------------------------------|------------------------|-------------------|
| Total Level of Effort (LOE): | 72.00 p/m Professional | 36.00p/m Support |
| Total Estimated Cost: | \$ 1,286,438.00 | |
| 1. Level of Effort (this quarter): | 9.62 p/m Professional | 4.17 p/m Support |
| 2. Cumulative Level of Effort: | 24.01 p/m Professional | 6.99 p/m Support |
| 3. Unused Level of Effort: | 47.99 p/m Professional | 29.01 p/m Support |
| 4. Expenditures (last three months): | \$ 153,338.84 | |
| 5. Cumulative Expenditures to Date: | \$ 361,841.49 | |
| 6. Remaining Unexpended Balance: | \$ 924,596.51 | |